

City of West Lafayette, Indiana  
Board of Public Works and Safety  
MINUTES

March 29, 2016  
8:30 a.m.  
Morton Community Center  
Multi-Purpose Room

Members present were Bradley L. Cohen, Brooke E. Folkers, Thomas J. Kent, and Jonathan C. Speaker. Clerk Sana G. Booker presided.

1. APPROVAL OF MINUTES

a. March 22, 2016 Meeting

Ms. Folkers moved to accept the minutes of the March 22, 2016, Board of Works meeting.  
Mr. Speaker seconded the motion.

The motion was adopted.

2. NEW BUSINESS

a. Quote Opening: Traffic Paint and Sundries – Street

Street Commissioner Payne explained these quotes are for the paint supplies needed in order to do the street markings. He stated that usually we work with Lafayette, and they take care of the quote openings. Since Lafayette did not purchase any materials for this year, we are taking care of it ourselves.

Corporation Counsel Burns opened the quotes and read them aloud:

<b>Company Name</b>	<b>White Traffic Paint (per pail)</b>	<b>Yellow Traffic Paint (per pail)</b>	<b>White Thermoplastic (per pound)</b>	<b>Glass Beads (per pound)</b>
Allstates Coating Company	\$41.05	\$43.21	No Quote	No Quote
MGI Traffic Control Products	\$55.90	\$56.40	\$0.86	\$0.49
Ennis Paint, Inc.	\$48.75	\$49.75	No Quote	\$0.50
Swarco Industries, LLC	No Quote	No Quote	\$0.60	\$0.35
Davies Imperial Coatings, Inc.	\$43.90	\$44.05	No Quote	No Quote
The Sherwin Williams Co. (Government Contract)	\$55.00	\$57.50	\$0.70	\$0.49
The Sherwin Williams Co. (Local Office)	\$44.99	\$44.99	No Quote	\$0.51

Counsel Burns stated that all quotes were delivered on time.

Mr. Speaker moved that the traffic paint and sundries quotes be taken under advisement.  
Ms. Folkers seconded the motion.

The motion was adopted.

b. Promotion: Business Manager/Permits Coordinator – Erin Cooper – Engineering

Public Works Director Buck requested approval for the promotion of Erin Cooper from Administration Assistant to Manager/Permits Coordinator. He stated that this a new position that was created. Ms. Cooper's promotion will start April 4, 2016, with a bi-weekly salary of \$1,849.20. The salary will be funded 50% from General Fund, and 50% from WWTU.

Mr. Cohen moved that the promotion for Erin Cooper be approved. Mr. Speaker seconded the motion.

Mr. Cohen asked if there were other positions funded by more than one department, to which Director Buck responded yes.

Mr. Cohen then asked if this salary was in the range with similar positions.

Director Buck explained that with this being a new position it is difficult to compare it to other position's salaries.

The motion was adopted.

c. Hire: Administrative Assistant – Jennifer Mullett – Engineering

Public Works Director Buck requested the approval to hire Jennifer Mullett as Administrative Assistant for the Engineering Department. Director Buck stated that Ms. Mullett would be replacing the position held by Ms. Cooper. The bi-weekly salary for her will be \$1,450.00, starting April 4, 2016.

Mr. Kent moved that the hire of Jennifer Mullett be approved. Ms. Folkers seconded the motion.

Mr. Cohen noted that there was a typo in the memo stating the bi-weekly salary is \$1,450.00 per hour, to which Director Buck ensured that a correction would be made.

The motion was adopted.

d. Salary Increase: Network Administrator – Jeremy Wheeler – IT

IT Director Alexander requested that Jeremy Wheeler's bi-weekly salary be increased to \$2,267.78.

Mr. Speaker moved that the salary increase for Jeremy Wheeler be approved. Mr. Cohen seconded the motion.

The motion was adopted.

e. 2014 SRF Loan Disbursement Request No. 46 – Sheraton and Fairway Knolls Lift Station Project – Bowen Engineering Corporation – WWTU

WWTU Director Henderson requested that the 2014 SRF Loan Disbursement Request No. 46 to Bowen Engineering Corporation in the amount of \$71,285.00. He stated that this disbursement is for the work being done to bring the Northside Regional Lift Station online.

Ms. Folkers moved that the 2014 SRF Loan Disbursement Request No. 46 be approved. Mr. Kent seconded the motion.

The motion was adopted.

f. Claims

- i. AP Docket      \$162,777.09

Mr. Cohen moved that the claims be approved. Mr. Speaker seconded the motion.

There were no questions or comments about the claims.

The motion was adopted.

g. Informational Items

i. Project Payment List – WWTU

There were no questions or comments about the listing.

ii. Park Board Dockets

There were no questions or comments about the listing.

h. Other Items

► WWTU Director Henderson stated that there has been a lot of work being done with the CSO Interceptor Relief Project. There are now 12 pieces of the 8 foot diameter pipe at the project. Bowen Engineering Corporation is now setting well casings to lower the water level in the area that they will be working on. The goal is for them to be able to start digging today. He thanked Bowen for putting up additional signs to help guide pedestrians to the safe routes to cross River Road, and the signs for the businesses that are harder to access during the project.

3. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Clerk Booker adjourned the meeting.